

MEMORANDUM

Subject: Report on Meeting October 2 and 3, 1948

File: I 2.11

Present: George Abraham, Chairman of IBS Dave Borst, Operations Manager
 Herbert Barlow, Engineering Dir. Tak Kako, Program Manager
 Paul Yergin, Business Manager Leonard Trester, Rep. for #1 Region
 Edward Kelty, Rep. for #3 Region Cullen Keough, Proxy Rep. for #5 Reg.

Since a quorum of Representatives (6) was not present, the meeting was conducted informally as an Executive Committee Meeting.

The following proposals were made by the Representatives present, and they requested that action be taken through the mails in accordance with the procedure established in By-Law Number 3:

- 1) It is proposed that By-Law Number 1 which originally was passed in November, 1945 be re-affirmed for a period of three years in accordance with Article VIII-2-a of the IBS Constitution.
- 2) It is proposed that By-Law Number 2 similarly be re-affirmed, except paragraph b. be re-worded to read "Persons other than representatives duly seated shall be recognized on the floor only if yielded to by a representative, or if questioned by a representative."
- 3) It is proposed by By-Law Number 3 similarly be re-affirmed.
- 4) It is proposed by By-Law Number 4 similarly be re-affirmed.
- 5) It is proposed that By-Law Number 5 be re-worded as follows:
 "The Executive Committee or one third of the Representatives may upon determining that a full Member station should be removed from its status in the Intercollegiate Broadcasting System should immediately propose this action to the Governing Council by taking the following steps:
 a. The station in question should be notified by registered mail that this action is proposed, together with reasons for action.
 b. Thirty days after the return receipt from this registered letter is received by the Executive Committee, the motion to remove the station together with the arguments advanced by the station should be transmitted to all Representatives for action in accordance with procedure given in By-Law No. 3.
 "One third of the Representatives may remove a member of the Executive Committee from office by following a procedure equivalent to that given above for removing Member stations."
- 6) It is proposed that By-Law Number 18 be rescinded since our contract with the advertising representatives, Avery-Knodell, Inc. is no longer in effect.
- 7) It is proposed to re-word Resolution #1 to read "The IBS Bulletin, in its present elaborate form, should be eliminated from the budget and from consideration by the Council due to the acute economic condition of IBS at the present time, unless it can be made essentially self-supporting."
- 8) It is proposed to re-word Resolution #7 to read "The Governing Council resolves that 30 percent of net national advertising receipts as obtained through the advertising representatives of IBS (after the commissions for the agency and the representatives have been deducted) accruing to all full Member stations be turned over to IBS until indebtedness incurred up to December 31, 1947 be paid. This same provision is to hold for Trial status station temporarily represented by the advertising representatives of IBS. Upon payment of this indebtedness the percentage retained by IBS of the above shall be 15% until otherwise enacted by the Governing Council."

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- 8) It is proposed to strike out sections 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100 of the IBS Business Code and re-number the other sections accordingly.
 - 9) It is proposed that the Constitution Committee be reconstituted as follows, and be requested to continue with its work:
Peter Swanson, Chairman; Conde Walker; Jay Atman; Tak Kako;
Guy della Cloppa.
 - 10) It is proposed by re-word By-Law Number 14 to include Affiliate as well as Trial groups.
 - 11) A new By-Law number 19 is proposed: "Groups in Affiliate status on January 1, 1949 shall pay dues then and thereafter as though they had been admitted to Affiliate status on that date."
 - 12) By-Law number 19 is proposed: "Campus-confined wired-radio Amplitude Modulated radio stations under construction shall be eligible for Trial Status in accordance with Article III-1 of the IBS Constitution. Trial groups may apply for full Membership in accordance with Article III-2 of the IBS Constitution. High power education Amplitude Modulated stations, high power and low power educational Frequency Modulated stations, and radio workshops shall be eligible for Affiliate status in accordance with Article III-3 of the IBS Constitution."
 - 13) The following new resolution was proposed: "The Governing Council approves the national advertising rates given on IBS Rate Card #10 (forms B102J and B180) which are based on estimated station coverage and six size groups with the understanding that these are suggested rates for national advertising."

(Upon receipt of the above proposals the regional Representatives have ten days in which to enter a written discussion concerning them; these discussions, if less than a page long, must be circulated to the representatives. The Representatives will have 30 days before they must vote on these proposals. Study these proposals and discuss them with your Representative. You may obtain a copy of the IBS Constitution and By-Laws from the IBS Operations Department should you desire to study these proposals completely.)

In connection with proposal #6, Avery-Knodel, Inc. had a one-year contract with IBS during 1947 which they verbally renewed for six months in 1948, and the allowed to lapse this summer.

In connection with proposal #9, the Constitution Committee is to have two new members, Conde Walker-#4 Regional Rep. and Jay Atman-#6 Regional Rep. because Don Nieman of Princeton resigned and Alan Strout of Cornell graduated and left the country on business. Mr. della Cloppa is now located in Hollywood but it was felt that his advice could be sought by mail when desired; he is a member of the Board of Directors of IBS.

Other important matters learned and discussed that the meeting will be discussed in the following paragraphs:

The Federal Communications Commission is rapidly drawing up its new proposed rules for carrier-current stations and it is expected that they will be announced in a few months and a public hearing held shortly afterwards. At this hearing IBS desires to present field strength data to back up its contention that stations can broadcast to limited areas without causing interference to other services. In order to obtain the needed readings it is proposed that the stations jointly purchase a number of RCA WX-2A field strength

meter and take readings of their systems as they are now being operated, and make corrections where necessary. It was suggested that ten stations share the cost of one meter; this will permit each station to use the meter about one month a year. Mr. Herbert Barlow, Engineering Director, will shortly send out full details of this project.

As part of the problem of maintaining good relations with the FCC is the matter of registering calls of campus stations. Most of our newer stations use such registered calls, but some of the older ones don't. Three letter calls are now being reserved by the FCC for fixed point-to-point stations, and so these calls will not be registered. If your station is not using a registered call, you are urged to submit at least twenty acceptable four letter calls to George Abraham who will see if any are available and register the first one on your list which is.

George Abraham is investigating our blanket releases for playing of popular music which we have obtained from ASCAP, BMI, and similar agencies to be sure that the agreements follow uniform principles. In general, such releases require that the stations be operated on a non-profit basis; this type of operation is required in the Codes of IBS and so presumably is met by all stations in the System.

Paul Yergin is to study the problem of defraying part or all of the travelling expenses of regional representatives to Governing Council meetings. Doing this it is hoped will assure a quorum in attendance. It has been suggested that a meeting be held in May at Columbus, Ohio. This suggestion will be considered.

Tak Kako promises to write two newsletters soon; one on the subject of best ways of obtaining free records from record distributors, the other on techniques of doing broadcasts of football and similar sports. He is now in the final stages of preparing the revision of the Program and Production Handbook. A new list of scripts for the script library is about to be released. The scripts of the IBS Music Hall, a classical record program, will shortly be included in the script library. There are two thirteen week series of these scripts. A third series was started but not completed. Efforts will be made to reach the author, Alan Rich, and have the third and fourth thirteen week series completed. This will give use two years worth of one hour scripts for classical music shows. All of them very good!

Tak Kako also is getting together facts on transcriptions which can be obtained for use by your stations. All stations in IBS eventually should receive Treasury Department, Veteran's Administration, Air Corps, Radio Diffusion Francaise (French) and Episcopalean transcriptions if they wish them.

We discussed the problem of syndicating programs by tape. Not many IBS stations have a tape recorder. There is considerable work involved in making a number of copies of a single tape. Re-recording quality is not yet very good. These obstacles seem to prevent a nation-wide exchange of programs by tape at this time. Regional exchange is possible and urged. The WKCR (Columbia U.) Blue Lions Workshop has offered to tape all of their productions (at least once a week) and exchange or circulate them with stations who wish them. Contact the President of WKCR, Jack Turvey or the Regional Rep., George McKelvey of WRUR, U. of Rochester, Rochester 3, N.Y.

A considerable portion of the meeting was devoted to a discussion of the problem of soliciting national advertising. While it was recognized that to do a good job would cost the stations interested a total of about \$10,000 a year, there was no indication that the interested stations could afford such a large investment as this represented at this time. While it appeared desirable from the standpoint of performing other services well to drop

completely the solicitation of national advertising, Mr. George Abraham was reluctant to do this because he felt that the solicitation of national advertising was one of the important functions which the System should perform in some measure for its members. In particular, he had in mind several recent contacts with the Republican and Democratic Campaign Committees which he felt might well result in some contracts before the November 2 elections. The desirability of maintaining this representation was admitted by those present, but the problem of finding a person to handle the work appeared insurmountable at first. The IBS executives present (including Mr. Abraham) all were unable to take on the extra work, and the staff of WKCR, which is well situated geographically, could offer no possible candidates for the job. A solution was found in the person of Miss Joyce Rischmiller who was suggested to us by Leonard Trester, of Amherst and representative of the New England (#1) Region. Miss Rischmiller was interviewed Sunday afternoon, and agreed to take on the responsibilities under the provision of the awards plan which provides for a sliding scale of awards based on the size of the contract sold. Miss Rischmiller and Mr. Abraham subsequently interviewed several accounts on Monday, October 4, and also Radio Representatives, Inc. who might be willing to represent the stations in the System. Mr. Yergin and Mr. Kako will be available to advise Miss Rischmiller, and she will conduct much of her work in the IBS office at WKCR, Hamilton Annex, Columbia University, New York 27, N.Y. This arrangement will permit us to keep the door open to prospective advertisers, and to promote IBS to a limited extent to them. Cost to the stations right now is low, but may eventually have to be increased depending upon how arrangements with Miss Rischmiller work out. One of the serious obstacles hampering the use of the present IBS office is the lack of a telephone for making outgoing calls. Incoming calls through the Columbia University switchboard may be taken at the office, but outgoing calls are limited points reached by the university switchboard.

This meeting clearly brought out the fact that if the stations in the Intercollegiate Broadcasting System wish to earn an income from national advertising contracts, then they must aid whomever is soliciting these contracts in the following ways:

- 1) Send in each semester block program schedules, as required by the Codes and requested on the "Current Station Data" questionnaires.
- 2) Fill out and promptly return every form from national IBS which reaches them.
- 3) Answer every inquiry about availabilities, acceptance of contracts, etc. promptly so as to minimize delay in giving needed information to potential sponsors.
- 4) Conduct surveys on their listening audience so as to have as much as possible of the needed information available in advance.

As the fall broadcasting season really gets underway, it would be well to keep in mind the following events which should take place between now and the end of the semester:

- 1) A regional meeting of the stations in each region.
- 2) Publication of two issues of the IBS Bulletin; November and January.
- 3) Conduct a listenership survey per instructions given on form B 184 in the Station Executive's Handbook.
- 4) Return your "Current Station Data" questionnaires at once.
- 5) Chip in on the purchase of Field Strength meters, make readings and prepare data for FCC hearing on wired-radio broadcasting.
- 6) Make use of your IBS Script Library.
- 7) Send us news about your station so we can issue some releases about us. In like fashion, contribute to the Bulletin.
- 8) Arrange with Tak to obtain the different transcriptions you desire.
- 9) Arrange with record dealers for free records, to the extent they can be obtained; ask Tak for help if it isn't forthcoming.
- 10) Exchange programs on a regional basis by tape, wire, record or wire-line.